

# **Permit to Cross the Tollway**

## **(Standard Utility Permit)**

Permits are issued by the Tollway to allow utility companies and municipalities providing a service to the general public to cross the Tollway with their facilities.

Service to the general public include gas, electric, phone, cable TV, fiber optic cable, petroleum pipelines, water pipelines, sewers, storm water tunnels, signal lines and other services where the sole purpose of crossing the Tollway is to continue service. These types of permits are considered to be a public benefit and permit fees are generally waived. Fiber optic cable crossings are assessed a fee of \$1,000.00.

Storm water drainage is accepted from property that naturally drains to Tollway property. New storm water discharges from adjacent property that do not naturally drain to Tollway property are not allowed. A review of any work that will affect the discharge of storm water to Tollway property is required whenever an adjacent property owner is performing the following activities:

1. Changing the location of an existing outlet;
2. Changing the rate of flow of an existing outlet;
3. Concentrating the flow of storm water from adjacent property.

Drainage permits are assessed a one-time fee of \$7,500.00.

To initiate the permit process, send in a plan or sketch of the proposed work along with a letter requesting a permit.

You will receive the following information from the Tollway:

1. Letter assigning the permit number (or a drainage review number),
2. Three (3) applications for permit,
3. Insurance Requirements,
4. Bond Form,
5. Other information depending on the type of work.

The permit number identifies your job. Always include the permit number on all correspondence, especially the certificate of insurance.

Complete the applications, sign them and return with the plans. The owner of the facility must sign the application.

Include 3 sets of reduced sized plans (11" x 14"). If working off full sized plans, please send reduced plan sheets (11" x 14") that apply to the permit work along with the full size plans.

If the plans are acceptable, the permit will be submitted to the Tollway's Board of Directors with a recommendation for approval and a permit fee. This process takes a minimum of 45 days.

A letter will be sent confirming approval by the Tollway along with information that will be needed before the permit work can begin. This information usually includes verification of insurance requirements, bond requirements, traffic control plans and the payment of permit fees. Please remember to show the permit number on the insurance certificate and all other documentation relating to the project.

After all the requirements are satisfied, a letter explaining the procedure for locating Tollway facilities is sent. Please follow the instructions on the form.

An authorization letter to start the work will be sent only after Tollway facilities are located. Depending on the nature of the work, the letter may include special requirements or information such as instructions for the maintenance of traffic.

Please keep in mind that you are a guest on property owned by the Tollway and that our priority is to maintain a safe operating environment for our customers.

April 6, 2010